



# CONSTRUCTION IN COUNTY RIGHT-OF-WAY



**COUNTY OF SAN DIEGO  
DEPARTMENT OF PUBLIC WORKS**

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5201 RUFFIN ROAD, SUITE D, M.S. 0336  
SAN DIEGO, CA 92123-1666**

PLEASE  
AFFIX  
POSTAGE

## CONSTRUCTION PERMIT

A construction permit must be obtained before starting the construction or repair of curbs, gutters, sidewalks, commercial and residential driveways, roadway surfaces, retaining walls, culverts, street light(s) or other work of any nature in the County right-of-way.

Construction permits are usually issued at the time of application except when a field review is required. In such cases, permits are issued in **approximately two weeks**.

## APPLICATION PROCEDURE

Applicants for a construction permit shall provide the following:

- ☐ Location, nature and extent of work to be performed
- ☐ Material to be used
- ☐ Length and width of installation
- ☐ \$55.00 Permit Fee (checks payable to "County of San Diego")
- ☐ Inspection deposit and/or lab deposit (minimum \$600.00)
- ☐ Two sets of signed plans or sketches as applicable (UY plans - 3 sets)

- ☐ Licensed contractor.  
(An 'A' contractor license may be required to obtain construction permits. Check with construction counter for requirements.)
- ☐ Contractor must also provide: a CERTIFICATE OF INSURANCE for General Liability (\$500,000 minimum), naming County of San Diego Department of Public Works as CERTIFICATE HOLDER.

### APPLICATIONS SHOULD BE SUBMITTED TO:

County of San Diego  
Department of Public Works  
Construction/Road Right-of-Way  
5201 Ruffin Road, Suite D, M.S. 0336  
San Diego, CA 92123-1666  
Phone (858) 694-3275  
FAX (858) 279-7020

## SPECIAL REQUIREMENTS

- ☐ The County's "Pavement Cut Policy" limits trenching on new and newly resurfaced publicly maintained roads.
- ☐ Trenches exceeding five (5) feet in vertical depth require a CAL-OSHA permit. CAL-OSHA's telephone number is (619) 767-2280.
- ☐ Appropriate lights, barriers, warning signs or other measures designed to protect the traveling public must be erected by the permittee.
- ☐ The permittee must notify **Construction Inspection** at **(858) 694-3165** at least **24 Hours** before start and finish of work.

## IMPORTANT NOTICE

Section 4216/4217 of  
the Government Code requires a  
DigAlert Identification Number  
be issued before a  
"Permit to excavate" will be valid.  
For your /DigAlert I.D. Number  
Call Underground Service Alert  
**TOLL FREE 1-800-227-2600**  
Two working days before you dig.

**FOR GENERAL INFORMATION ONLY.  
NOT TO SUPERSEDE THE  
APPROPRIATE ORDINANCE.**

# APPLICATION FOR CONSTRUCTION PERMIT

FOR COUNTY USE ONLY
CHARGE TO _____
DEPOSIT _____
FEE _____
TOTAL _____
PERMIT # C _____

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SAN DIEGO, CA 92123-1666  
**PHONE: (858) 694-3275**  
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DATE \_\_\_\_\_

THOMAS BROTHERS			
YEAR	PAGE	COORD.	

Owner/Permittee \_\_\_\_\_  
*Last name* *First* Telephone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
*Street* *City* *State* *Zip code*

hereby makes application to construct the following on the public highways, subject to provisions of Title 7, Division 1, of San Diego County Code of Regulatory ordinances. Permit revocable at option of Director, Department of Public Works, when necessary.

Contractor Name \_\_\_\_\_ Telephone \_\_\_\_\_ License # \_\_\_\_\_  
*Ins. Exp. Date*

Engineer \_\_\_\_\_  
*Name* Telephone \_\_\_\_\_

Location of work \_\_\_\_\_  
*Street name and number* *City*

Description \_\_\_\_\_ Assessor Parcel # \_\_\_\_\_  
*e.g. name, distance and direction of nearest intersection*

Check improvements that are in place: ☐ Curb ☐ Gutter ☐ Sidewalk ☐ Pavement ☐ Other \_\_\_\_\_

INSTALLATION	LENGTH	WIDTH	INSTALLATION DESCRIPTION-SURFACE, DRAINAGE, GRADE, ETC.
COMMERCIAL / RESIDENTIAL DRIVEWAY			
PRIVATE TO PUBLIC ROAD APPROACH			
CURB			
GUTTER			
SIDEWALK			
PAVEMENT			
OTHER			

Related Permits \_\_\_\_\_

Deposit to be paid by \_\_\_\_\_  
*Last name* *First* *Street Address* *City* *State* *Zip Code*

I hereby agree to provide the indemnification as required by Chapter 2 of Division 6 of Title 8 of the San Diego County Code. In consideration of the granting of this application, it is further agreed by the permittee that the County of San Diego and any officer or employee thereof shall be saved harmless by the permittee from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as a proximate result any of the work undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all said liabilities are hereby assumed by the permittee.

"I declare under penalty of perjury under the laws of the State of California that the statements made herein are true and correct."

Signed \_\_\_\_\_  
DPW/FORMS/DPW #19 (Rev. 2/7/03) *Owner/Permittee* *Date*